



Utah!
Where ideas connect

State of Utah
Division of Finance

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The State of Utah
Introduces. . .



eVendor

Department of
Administrative Services
Division of Finance

eVendor

Today, when a vendor wants detailed payment information from the State of Utah, the vendor has to pick up the phone and call a state agency for the information. This can be time consuming.

By using **eVendor**, vendors who are paid by the State are able to use the Internet to search an entire database for payment information. Vendors can search for electronic funds transfers (EFTs), as well as for payments received on paper checks. **Payments in process are not included in this application.**

eVendor Lookup

If you experience trouble logging in
Please click [here](#).

TIN Number:

[Login](#)



Initially, the system presents the vendor with one or more vendor entries associated with the Tax Identification Number (TIN) entered on the login screen (shown above). In the example below, there were nine separate entries associated with the entered TIN.

Select Payee

[FAQ](#) [Contact Us](#) [Logoff](#)

Payee Locations

9 locations were found for the selected TIN. Please select which location you would like to view payment information for.

| Vendor Name | Address | City | State / Zip |
|----------------------------|-----------------|-----------------|---------------|
| WEAVERS DEPT. STORE | 1040 N MAIN ST | MAYBERRY R.F.D. | NC 27041-7041 |
| WEAVERS DURHAM | 100 BULL ROAD | DURHAM | NC 27705-5000 |
| WEAVERS DEPT. STORE RICHMD | 2 TARHEEL ST. | RICHMOND | NC 27098-3200 |
| WEAVERS HOME REPAIR | 618 N. MAIN ST | MT. AIRY | NC 27030 |
| WEAVER & FLOYDS BARBER SHP | 101 N MAIN ST | MAYBERRY R.F.D. | NC 27041-7041 |
| WEAVERS | 981 S MAIN | MT. PLEASANT | NC 28124 |
| WEAVER & WALLY'S GAS & GO | 10 SOUTH MAIN | MAYBERRY R.F.D | NC 27041-7041 |
| WEAVERS RICHMOND VA. | 205 CENTER ST. | RICHMOND | VA 20001-9000 |
| WEAVERS - ROCK HILL | 85 HIGHWAY 95 N | ROCK HILL | SC 37024 |

By double-clicking on any of the entries in blue, the vendor can search for details of the payment(s) made to that location. Clicking on an entry takes you to the "Search for ..." page shown below.

Search for...

[FAQ](#) [Contact Us](#) [Logoff](#)

Payment Search

Enter search criteria below to create a payment listing. When you have finished, click the "Search For ..." button.

Invoice Search

Invoice Number: [Search for Invoice Number](#)

Payment Type Search

☐ All Checks / EFTs ☐ Check Number

☐ All Checks ☐ EFT Number

☐ All EFTs

[Search for Payment Type](#)

Payment Date: From Date To Date †

Between / / / /

mm / dd / yyyy mm / dd / yyyy

† When searching with a single payment date, use only the "From Date".

[Search for Payment Date](#)

To sign up for electronic funds transfer, click the button below to fill out the form.
After filling out the form, print it, and mail according to the instructions at the bottom of the form.

[Signup for EFT](#)

This page allows the vendor to search based on the Vendor Invoice number, payment type (warrant or EFT), payment check number and payment date.

Once the search criteria fields are completed and the search button is clicked, the system will search for and return all payments that meet the criteria. The following figure is an example of a completed search that asked for all payments between two specific dates.

Search for... [Payment Info.](#) [FAQ](#) [Contact Us](#) [Logoff](#)

Vendor Number: 45678Z A *To see the detail of any record below, click on the date for that record.*

Vendor Name: WEAVERS DURHAM

Account History
01/03/2004 to 02/02/2004

Next History Date Range:
 / / to / /
[More History](#)

| Date | Amount | Check/ EFT Number |
|--------------------------|------------|-------------------|
| 01/07/2004 | \$910.78 | 5303080 |
| 01/12/2004 | \$174.79 | 5308823 |
| 01/14/2004 | \$206.79 | 5312129 |
| 01/20/2004 | \$207.01 | 5319208 |
| 01/21/2004 | \$1,107.32 | 5321242 |
| 01/28/2004 | \$943.64 | 5333017 |
| 01/28/2004 | \$963.28 | 5333018 |
| Date Range Total: | \$4,513.61 | |

Next History Date Range:
 / / to / /
[More History](#)

You can view the detail of any one of these payments by clicking on the highlighted blue area on the page (in this case the date of the record).

If you would like to receive your payments by EFT click on the Signup for EFT button at the bottom of the payment search page, fill out the form, print it, sign it and mail it to the address on the form.

If you're a vendor with the State of Utah you can begin using this system now. Use your Internet browser (e.g., Internet Explorer) to go to the following address; then enter your TIN:

<http://efinance.state.ut.us/evendor>

For help using **eVendor** call the Division of Finance Help Desk at 801-538-9690 during regular business hours.